24-22373-shl Doc 205 Filed 02/28/25 Entered 02/28/25 16:03:23 Main Document Fill in this information to identify the case: Debtor Name The McQuade Foundation United States Bankruptcy Court for the: Southern District of New York ☐ Check if this is an Case number: 7:24-bk-22374 amended filing Official Form 425C Monthly Operating Report for Small Business Under Chapter 11 12/17 1/1/25 - 1/31/25 02/28/2025 Month: Date report filed: MM / DD / YYYY Line of business: Managing of real estate NAISC code: 5313 In accordance with title 28, section 1746, of the United States Code, I declare under penalty of perjury that I have examined the following small business monthly operating report and the accompanying attachments and, to the best of my knowledge, these documents are true, correct, and complete. Dr. Sarah Ruback (CEO) Responsible party: Original signature of responsible party Dr. Sarah Ruback (CEO) Printed name of responsible party 1. Questionnaire Answer all questions on behalf of the debtor for the period covered by this report, unless otherwise indicated. N/A Yes No If you answer No to any of the questions in lines 1-9, attach an explanation and label it Exhibit A. V Did the business operate during the entire reporting period? 1. V Do you plan to continue to operate the business next month? 2. g 3. Have you paid all of your bills on time? v 4. Did you pay your employees on time? Ø Have you deposited all the receipts for your business into debtor in possession (DIP) accounts? Ø Have you timely filed your tax returns and paid all of your taxes? 6. V 7. Have you timely filed all other required government filings? V Are you current on your quarterly fee payments to the U.S. Trustee or Bankruptcy Administrator? V Have you timely paid all of your insurance premiums? If you answer Yes to any of the questions in lines 10-18, attach an explanation and label it Exhibit B. g 10. Do you have any bank accounts open other than the DIP accounts? V 11. Have you sold any assets other than inventory? V 12. Have you sold or transferred any assets or provided services to anyone related to the DIP in any way? g 13. Did any insurance company cancel your policy? u 14. Did you have any unusual or significant unanticipated expenses? Ø 15. Have you borrowed money from anyone or has anyone made any payments on your behalf? Г 16. Has anyone made an investment in your business?

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ebtor N	The McQuade Foundation Case number_7	:24-bk-22374			
17.	Have you paid any bills you owed before you filed bankruptcy?			¥	
18.	Have you allowed any checks to clear the bank that were issued before you filed bankruptcy?			¥	
	2. Summary of Cash Activity for All Accounts				
19.	Total opening balance of all accounts				
	This amount must equal what you reported as the cash on hand at the end of the month month. If this is your first report, report the total cash on hand as of the date of the filing		\$_	6,638	<u>.9</u> 4
20.	Total cash receipts				
	Attach a listing of all cash received for the month and label it <i>Exhibit C</i> . Include all cash received even if you have not deposited it at the bank, collections on receivables, credit card deposits, cash received from other parties, or loans, gifts, or payments made by other parties on your behalf. Do not attach bank statements in lieu of <i>Exhibit C</i> .				
	Report the total from Exhibit C here.	\$_15,750.28			
21.	Total cash disbursements				
	Attach a listing of all payments you made in the month and label it <i>Exhibit D</i> . List the date paid, payee, purpose, and amount. Include all cash payments, debit card transactions, checks issued even if they have not cleared the bank, outstanding checks issued before the bankruptcy was filed that were allowed to clear this month, and payments made by other parties on your behalf. Do not attach bank statements in lieu of <i>Exhibit D</i> .	15 750 07			
	Report the total from Exhibit D here.	- \$ _15,750.07			
22.	Net cash flow				
	Subtract line 21 from line 20 and report the result here. This amount may be different from what you may have calculated as <i>net profit</i> .		+ \$_	0	<u>.2</u> 1
23.	Cash on hand at the end of the month				
	Add line 22 + line 19. Report the result here.			0.000	45
	Report this figure as the cash on hand at the beginning of the month on your next opera	ting report.	= \$_	6,639	.15
	This amount may not match your bank account balance because you may have outstan have not cleared the bank or deposits in transit.	ding checks that			
	3. Unpaid Bills				
	Attach a list of all debts (including taxes) which you have incurred since the date you file have not paid. Label it <i>Exhibit E</i> . Include the date the debt was incurred, who is owed the purpose of the debt, and when the debt is due. Report the total from <i>Exhibit E</i> here.				
24.	Total payables		\$_	0	.00_
	(Exhibit E)				

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Debtor Name The McQuade Foundation

Case number 7:24-bk-22374

4. Money Owed to You

Attach a list of all amounts owed to you by your customers for work you have done or merchandise you have sold. Include amounts owed to you both before, and after you filed bankruptcy. Label it *Exhibit F*. Identify who owes you money, how much is owed, and when payment is due. Report the total from *Exhibit F* here.

25. Total receivables \$_____0.00

(Exhibit F)

5. Employees

- 26. What was the number of employees when the case was filed?
- 27. What is the number of employees as of the date of this monthly report?

6. Professional Fees

28. How much have you paid this month in professional fees related to this bankruptcy case?	\$
29. How much have you paid in professional fees related to this bankruptcy case since the case was filed?	\$
30. How much have you paid this month in other professional fees?	\$
31. How much have you paid in total other professional fees since filing the case?	\$0.00

7. Projections

Compare your actual cash receipts and disbursements to what you projected in the previous month. Projected figures in the first month should match those provided at the initial debtor interview, if any.

	Column A Projected	_	Column B Actual	=	Column C Difference
	Copy lines 35-37 from the previous month's report.		Copy lines 20-22 of this report.		Subtract Column B from Column A.
32. Cash receipts	\$	-	\$_15,750.28	=	\$ <u>-15,750.28</u>
33. Cash disbursements	\$	_	\$_15,750.07	=	\$ <u>-15,750.07</u>
34. Net cash flow	\$	-	\$0.21_	=	\$

35. Total projected cash receipts for the next month:

\$____0.00

0

0

36. Total projected cash disbursements for the next month:

- \$ 0.00

37. Total projected net cash flow for the next month:

= \$ 0.00

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Debtor Name	The McQuade Foundation	Case number 7:24-bk-22374
Dobtor Harrio		Oddo Hallibol

8. Additional Information

If available, check the box to the left and attach copies of the following documents.

- 38. Bank statements for each open account (redact all but the last 4 digits of account numbers).
- 39. Bank reconciliation reports for each account.
- 40. Financial reports such as an income statement (profit & loss) and/or balance sheet.
- 41. Budget, projection, or forecast reports.
- 42. Project, job costing, or work-in-progress reports.

The McQuade Foundation
Case No: 24-22374

January Monthly Operating Support
January 1, 2025 - January 31, 2025
Total Cash Receipts
Exhibit C

Post Date	Customer Name	Amount	Account Number
1/31/2025	Valley Bank - Interest Credit	0.28	0889
1/2/2025	BNY Melon - Interest Payment	15,750.00	5199

Grand Total \$ 15,750.28

The McQuade Foundation
Case No: 24-22374

January Monthly Operating Support
January 1, 2025 - January 31, 2025
Total Cash Disbursements
Exhibit D

Date	Check#	Payee Name	Purpose	Amount	Account Number
1/31/2025		Valley Bank	Federal Tax Withheld	0.07	0889
1/2/2025		BNY Melon	Cash Credit	15,750.00	5199

Grand Total \$ 15,750.07

The McQuade Foundation
Case No: 24-22374

January Monthly Operating Support
January 1, 2025 - January 31, 2025

DASNY LOAN RESERVE ACCOUNT *

Exhibit E

Date	Bank	Purpose	Amount	Account Number
12/31/2024	BNY Mellon	Funds held in trust under Debtor's name for the benefit of DASNY	782,864.91	5198
12/31/2024	BNY Mellon	Funds held in trust under Debtor's name for the benefit of DASNY	4,841.46	5199

Grand Total \$787,706.37

^{*} Please note that the amounts are not included in the Debtor's cash balance since funds are held in trust under Debtor's name for the benefit of DASNY.

MCQAUDE FOUNDATION

Statement of Financial Position

	Jan	uary 31, 2025
		McQuade
ASSETS		
Cash and cash equivalents	\$	6,639
Cash and cash equivalents - restricted		787,706
Due from related party		556,253
Property and equipment, net of accumulated depreciation		6,443,138
Total assets	\$	7,793,736
		<u> </u>
LIABILITIES AND NET ASSETS		
Liabilities:		
Accounts payable and accrued expenses	\$	15,750
Bonds payable		699,375
Total liabilities		715,125
Net Assets:		
Net Assets - without donor restrictions		7,078,611
Total liabilities and net assets	\$	7,793,736
		_

MCQAUDE FOUNDATION

Statement of Activities		
	Januar	Period from y 1, 2025, to ry 31, 2025
	M	cQuade
Program service revenue:		
Part I - Tuition revenue and other revenue		-
Expenses:		
Program services:		
Total program service expense		31,513
Change in net assets		(31,513)
Net assets, January 1, 2025		7,110,124
Net assets, January 31, 2025	\$	7,078,611

McQuade Foundation C/O St. Christopher's Inc.

0-000-0101-000 Hudson Valley Bank, Period Ending 01/31/2025

RECONCILIATION REPORT

Reconciled on: 02/05/2025
Reconciled by: A Pechnikov

Any changes made to transactions after this date aren't included in this report.

Summary				USD
Deposits and other cr	edits cleared (2)			30.28
Register balance as o	of 01/31/2025			6,639.15
Details Checks and payment	s cleared (2)			
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/03/2025	Expense			-30.00
01/31/2025	Expense			-0.07
Total				-30.07

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/08/2025	Deposit			30.00
01/31/2025	Deposit			0.28
Total				30.28

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MCQUADE FOUNDATION MARCHALL ASCHE C/O ST CHRISTOPHER'S INC 71 SOUTH BROADWAY DOBBS FERRY, NY 10522

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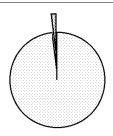
Account Statement

Statement Period 01/01/2025 Through 01/31/2025

Account 5198 Base Currency = USD DORMITORY AUTHORITY OF THE STATE OF NEW YORK THE MCQUADE FOUNDATION INSURED DASNY MCQUADE FOUND SER 05 DEBT SER RES

CLIENT SERVICE MANAGER: MATTHEW LOMBARDI CORPORATE TRUST 240 GREENWICH STREET, 7TH NEW YORK, NY 10286 212-815-5289 MATTHEW.LOMBARDI@BNYMELLON.COM

Account Overview



Percent of all Investments	Asset Classification	Market Value
100%	FIXED INCOME	780,280.28
<1% 🔘	CASH AND SHORT TERM	2,584.63
100%	TOTAL OF ALL INVESTMENTS	782 864 91

Summary of Assets Held by Asset Classification

Asset Classification	Market Value	Cost	Accrued Income	Estimated Annual Income	Market Yield
FIXED INCOME CASH AND SHORT TERM	780,280 .28 2,584.63	778,193.20 2,584.63	175.25 0.00	1,982.50 0.00	0.25 % 0.00 %
ACCOUNT TOTALS	782,864.91	780,777.83	175.25	1,982.50	0.25 %

Summary of Cash Transactions by Transaction Category

		Current Period			Year-to-Date	
Transaction Category	Income	Principal	Realized Gains/Losses	Income	Principal	
OPENING BALANCE	61,842.17	61,297.91 -		61,842.17	61,297.91 -	
SALES AND REDEMPTIONS OTHER CASH DISBURSEMENTS PURCHASES	20,202.66 0.00 16.43 -	775,797 .34 15,750 .00 - 778,193 .20 -	20,202.66 0.00 0.00	20,202.66 0.00 16.43 -	775,797.34 15,750.00 - 778,193.20 -	



Statement Period 01/01/2025 Through 01/31/2025
Account 5198 Base Currency = USD Account 5198 Base Currency = DASNY MCQUADE FOUND SER05 DS RES

Summary of Cash Transactions by Transaction Category - Continued

	C			Year-to-Date	
Transaction Category	Realized Income Principal Gains/Losses			Income Princ	
CLOSING BALANCE	82,028.40	79,443.77 -	20,202.66	82,028.40	79,443.77 -

The above cash transactions summary is provided for information purposes only and may not reflect actual taxable income or deductible expenses as reportable under the Internal Revenue Code.

Page 2 of 4



Statement Period 01/01/2025 Through 01/31/2025
Account 5198 Base Currency = USD DASNY MCQUADE FOUND SER05 DS RES

Statement of Assets Held by Asset Classification

Shares/Par Value	Asset Description	Market Price	Market Value	Cost	Average Cost	Accrued Income	Estimated Income	Market Yield
FIXED INCOME								
793,000.000	UNITED STATES TREASURY NOTE/BOND CUSIP: 82W3 MATURITY DATE: 06/30/2025 RATE: 0.250% MOODY'S Aaa	98.39600	780,280.28	778,193.20	98.13281	175.25	1,982.50	0.25%
Total FIXED INCOME			780,280.28	778,193.20		175.25	1,982.50	0.25%
CASH AND SHORT TE	ERM							
	CASH BALANCE		2,584.63	2,584.63	0.00000	0.00	0.00	0.00%
Total CASH AND SHO	RTTERM		2,584.63	2,584.63		0.00	0.00	0.00%
ACCOUNT TOTALS			782,864.91	780,777.83		175.25	1,982.50	0.25%

Total Market Value Plus Total Accrued Income 783,040.16

Statement of Transactions by Transaction Date

Transaction Date	Transaction Description	Income	Principal	Cost	Realized Gains/Losses
01/01/25	ACCOUNT OPENING PERIOD BALANCE	61,842.17	61,297.91-	775,797.34	
01/02/25	Redemption UNITED STATES TREASURY BILL- WHEN ISSUED RATE: 0.000% MATURITY: 01/02/25 TRADE DATE 01/02/25 SET/DATE 01/02/25 CUSIP TAR6 796,000.000 SHARES	20,202.66	775,797.34	775,797.34-	20,202.66
01/02/25	Cash Debit CR PARTY: DASNY MCQUADE FOUND SER05 DS F DETAIL: /BNF/TRANSFER FROM DASNY MCQUADE DS DETAIL: 8400 TO DASNY MCQUADE DSF DETAIL: 8400 AS PER DASNY LETTER11.20 DETAIL: .2024 REL REF: NONREF	0.00	15,750.00-	0.00	0.00
01/02/25	ACCOUNT CLOSING DAILY BALANCE	82,044.83	698,749.43	0.00	20,202.66
01/03/25	Purchase UNITED STATES TREASURY NOTE/BOND RATE: 0.250% MATURITY: 06/30/25	16.43-	778,193.20-	778,193.20	0.00



Statement Period 01/01/2025 Through 01/31/2025 Account 5198 Base Currency = USD DASNY MCQUADE FOUND SER05 DS RES

Statement of Transactions by Transaction Date - Continued

Transaction Date	Transaction Description	Income	Principal	Cost	Realized Gains/Losses
	TRADE DATE 01/03/25 SET/DATE 01/03/25 CUSIP 8ZW3 793,000.000 SHARES				
01/03/25	ACCOUNT CLOSING DAILY BALANCE	82,028.40	79,443.77-	778,193.20	20,202.66
01/31/25	ACCOUNT CLOSING PERIOD BALANCE	82,028.40	79,443.77-	778,193.20	20,202.66

Cumulative realized capital gain and loss position from 12/31/2024 for securities held in principal of account:

Short Term: 20.202.66 * Long Term: 0.00 *

* The above gain and loss position does not include transactions where tax cost information is incomplete or unavailable.

The Bank of New York Mellon may utilize subsidiaries and affiliates to provide services and certain products to the Account. Subsidiaries and affiliates may be compensated for their services and products.

The value of securities set forth on this Account Statement are determined by The Bank of New York Mellon for Corporate Trust on the basis of market prices and information obtained by The Bank of New York Mellon from unaffiliated third parties (including independent pricing vendors) ("third party pricing services"). The Bank of New York Mellon has not verified such market values or information and makes no assurances as to the accuracy or correctness of such market values or information or that the market values set forth on this Account Statement reflect the value of the securities that can be realized upon the sale of such securities. In addition, the market values for securities set forth in this Account Statement may differ from the market prices and information for the same securities used by other business units of The Bank of New York Mellon or its subsidiaries or affiliates based upon market prices and information received from other third party pricing services utilized by such other business units. Corporate Trust does not compare its market values with those used by, or reconcile different market values used by, other business units of The Bank of New York Mellon or its subsidiaries or its affiliates. The Bank of New York Mellon shall not be liable for any loss, damage or expense incurred as a result of or arising from or related to the market values or information provided by third party pricing services or the differences in market prices or information provided by other third party pricing services.



MCQUADE FOUNDATION MARCHALL ASCHE C/O ST CHRISTOPHER'S INC 71 SOUTH BROADWAY DOBBS FERRY, NY 10522

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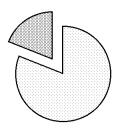
Account Statement

Statement Period 01/01/2025 Through 01/31/2025

Account 5199 Base Currency = USD DORMITORY AUTHORITY OF THE STATE OF NEW YORK THE MCQUADE FOUNDATION INSURED DASNY MCQUADE FOUND SER 2005 DEBT SER F

CLIENT SERVICE MANAGER: MATTHEW LOMBARDI CORPORATE TRUST 240 GREENWICH STREET, 7TH NEW YORK, NY 10286 212-815-5289 MATTHEW.LOMBARDI@BNYMELLON.COM

Account Overview



Percent of all Investments	Asset Classification	Market Value
82% 💿	FIXED INCOME	3,935.84
18% 🚳	CASH AND SHORT TERM	905.62
100%	TOTAL OF ALL INVESTMENTS	4,841.46

Summary of Assets Held by Asset Classification

Asset Classification	Market Value	Cost	Accrued Income	Estimated Annual Income	Market Yield
FIXED INCOME	3,935.84	3,925.31	0.88	10.00	0.25 %
CASH AND SHORT TERM	905.62	905.62	0.00	0.00	0.00 %
ACCOUNT TOTALS	4,841.46	4,830.93	0.88	10.00	0.21 %

Summary of Cash Transactions by Transaction Category

	(Current Period			ate
Transaction Category	Income	Principal	Realized Gains/Losses	Income	Principal
OPENING BALANCE	5,433.58	5,197.57 -		5,433.58	5,197.57-
SALES AND REDEMPTIONS OTHER CASH ADDITIONS OTHER CASH DISBURSEMENTS	177.66 0.00 0.00	6,822.34 15,750.00 18,155.00 -	177.66 0.00 0.00	177.66 0.00 0.00	6,822.34 15,750.00 18,155.00-



Statement Period 01/01/2025 Through 01/31/2025 Account 5199 Base Currency = USD DASNY MCQUADE FOUND SER05 DS F

Summary of Cash Transactions by Transaction Category - Continued

		Current Period			Year-to-Date	
Transaction Category	Income	Principal	Realized Gains/Losses	Income	Principal	
PURCHASES	0.08 -	3,925.31 -	0.00	0.08-	3,925.31 -	
CLOSING BALANCE	5,611.16	4,705.54-	177.66	5,611.16	4,705.54 -	

The above cash transactions summary is provided for information purposes only and may not reflect actual taxable income or deductible expenses as reportable under the Internal Revenue Code.

Page 2 of 4



Statement Period 01/01/2025 Through 01/31/2025 Base Currency = USD Account 5199 DASNY MCQUADE FOUND SER05 DS F

Statement of Assets Held by Asset Classification

Shares/Par Value	Asset Description	Market Price	Market Value	Cost	Average Cost	Accrued Income	Estimated Income	Market Yield
FIXED INCOME								
4,000.000	UNITED STATES TREASURY NOTE/BOND CUSIP: 8ZW3 MATURITY DATE: 06/30/2025 RATE: 0.250% MOODY'S Aga	98.39600	3,935.84	3,925.31	98.13275	0.88	10.00	0.25%
Total FIXED INCOME	moos i o naa		3,935.84	3,925.31		0.88	10.00	0.25%
CASH AND SHORT TE	RM							
	CASH BALANCE		905.62	905.62	0.00000	0.00	0.00	0.00%
Total CASH AND SHO	RT TERM		905.62	905.62		0.00	0.00	0.00%
	-							
ACCOUNT TOTALS			4,841.46	4,830.93		0.88	10.00	0.21%

Total Market Value Plus Total Accrued Income 4,842.34

Statement of Transactions by Transaction Date

Transaction Date	Transaction Description	Income	Principal	Cost	Realized Gains/Losses
01/01/25	ACCOUNT OPENING PERIOD BALANCE	5,433.58	5,197.57-	6,822.34	
01/02/25	Redemption UNITED STATES TREASURY BILL- WHEN ISSUED RATE: 0.000% MATURITY: 01/02/25 TRADE DATE 01/02/25 SET/DATE 01/02/25 CUSIP TLR6 7.000.000 SHARES	177.66	6,822.34	6,822.34-	177.66
01/02/25	Cash Credit DR PARTY: DASNY MCQUADE FOUND SER05 DS RES DETAIL: /BNF/TRANSFER FROM DASNY MCQUADE DS DETAIL: RF 8400 TO DASNY MCQUADE DSF DETAIL: 8400 AS PER DASNY LETTER11.20	0.00	15,750.00	0.00	0.00
01/02/25	DETAIL: .2024 REL REF:8766 Cash Debit BNF: DASNY PROGRAM GOF FUNDS NOTPROVIDED DETAIL: SUB ACCT 391 PRIVATE IND INST GOF A/C WITH: BANK OF AMERICA, N.A. 10038,NY	0.00	2,405.00-	0.00	0.00



Statement Period 01/01/2025 Through 01/31/2025 Account 5199 Base Currency = USD DASNY MCQUADE FOUND SER05 DS F

Statement of Transactions by Transaction Date - Continued

Transaction Date	Transaction Description	Income	Principal	Cost	Realized Gains/Losses
01/02/25	,US Cash Debit DASNYMCQF05 DS TO BNYLOANS A/C 8400	0.00	15,750.00-	0.00	0.00
01/02/25	ACCOUNT CLOSING DAILY BALANCE	5,611.24	780.23-	0.00	177.66
01/03/25	Purchase UNITED STATES TREASURY NOTE/BOND RATE: 0.250% MATURITY: 06/30/25 TRADE DATE 01/03/25 SET/DATE 01/03/25 CUSIP 8ZW3 4,000.000 SHARES	0.08-	3,925.31-	3,925.31	0.00
01/03/25	ACCOUNT CLOSING DAILY BALANCE	5,611.16	4,705.54-	3,925.31	177.66
01/31/25	ACCOUNT CLOSING PERIOD BALANCE	5,611.16	4,705.54-	3,925.31	177.66

Cumulative realized capital gain and loss position from 12/31/2024 for securities held in principal of account:

Short Term:

177.66 *

Long Term:

0.00 *

The Bank of New York Mellon may utilize subsidiaries and affiliates to provide services and certain products to the Account. Subsidiaries and affiliates may be compensated for their services and products.

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^{*} The above gain and loss position does not include transactions where tax cost information is incomplete or unavailable.



P.O. Box 558 Wayne, NJ 07474-0558 **Last Statement:** Statement Ending: Page:

December 31, 2024 January 31, 2025 1 of 2

MCQUADE FOUNDATION C-O ST CHRISTOPHERS INC 71 S BROADWAY **DOBBS FERRY NY 10522**

Email: contactus@valley.com Visit Us Online: www.valley.com

1720 Route 23, Wayne, NJ 07470 Mail To:

Account Statement

Beginning Balance

\$6,638.94

NON-PROFIT ORGANIZATIONAL CHK - XXXXXX0889

SUMMARY FOR THE PERIOD: 01/01/25 - 01/31/25

Withdrawals & Other Debits

\$30.28

Deposits & Other Credits

\$30.07

Ending Balance \$6,639.15

MCQUADE FOUNDATION

TRANSACTIONS

Date	Description	Withdrawals & Other Debits	Deposits & Other Credits	Balance
	Beginning Balance			\$6,638.94
01/03	DEBIT MEMO DP	-\$30.00		\$6,608.94
	RDC MONTHLY FEE			
01/08	CREDIT MEMO DP		\$30.00	\$6,638.94
	REVERSAL RDC MONTHLY FEE			
01/31	FED TAX WITHHELD	-\$0.07		\$6,638.87
01/31	INTEREST CREDIT		\$0.28	\$6,639.15
Ending Balance			\$6,639.15	

INTEREST RATE CALCULATIONS

Avg. Stmt. Collected Balance \$6,634.00 Annual % Yield Earned 0.05% Year-to-Date Interest Paid Interest Paid \$0.28 \$0.28



OVERDRAFT FEES

	Total This Period:	Total Year-To-Date:
Total Overdraft Fees:	\$0.00	\$0.00

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To Reconcile Your Account

- 1. Compare the checks listed as paid on your statement with the entries appearing in your checkbook to insure that they have been properly charged to your account.
- 2. Create a list of all checks that have been issued by you but have not been paid by Valley (Check(s) Outstanding).
- 3. Add to your checkbook balance any credit not already recorded in the checkbook.
- 4. Deduct from your checkbook any service charge or other charges (including automatic deductions) which you have not already recorded in your checkbook.
- 5. Follow the instructions listed in the Balance Reconciliation section below.

Balance Reconciliation

1 Enter ending statement balance	
2 Add deposits recorded in your checkbook but not shown on this statement.	
3 Total (1 plus 2 above)	
4 Subtract total check(s) outstanding	
5 Balance (3 less 4 should equal checkbook balance)	

Finance Charge Computation For Personal Line Of Credit

The Finance Charge that accrues in any monthly billing period is determined on each day in the monthly billing cycle by multiplying the Daily Periodic Rate by the outstanding principal balance (after subtracting payments and adding advances posted that day); then we add the results of these calculations for the number of days in the billing cycle. The Daily Periodic Rate is the Annual Percentage Rate in effect during the monthly billing cycle divided by 365.

In Case Of Errors Or Questions About Your Personal Line Of Credit Transactions

A. Pursuant To The Federal Fair Credit Billing Act

If you think your statement is wrong or if you need more information about checking transactions on your statement which did not arise from an electronic transfer, write us as soon as possible at Valley National Bank, Attn: Customer Care, 1720 Route 23, Wayne, NJ 07470-7533, or email us at contactus@valley.com. We must hear from you no later than 60 days after we sent you the first statement on which the error or problem appeared. You can contact us at 800-522-4100, but doing so will not preserve your rights. In your letter, give us your name and account number and the dollar amount of the suspected error. Describe the error and explain, if you can,

why you believe there is an error. If you need more information. describe the item you are unsure about. You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your statement that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

B. Under Applicable State Law

If you rely upon the 3 months period provided by state law, you may lose important rights that could be preserved by action more promptly under the federal law described in the first paragraph in this section. State law provisions apply only after expiration of the time period for submitting a proper written notice of a billing error under federal law.

In Case Of Error Or Questions About Your Electronic Transfers (Pursuant to the Electronic Fund Transfer Act. Applicable to personal accounts only; does not pertain to wire transfers.)

If you think your statement or receipt is wrong or if you need more information about an electronic transfer on the statement or receipt, please contact us at 800-522-4100; write us at Valley National Bank, Attn: Customer Care, 1720 Route 23, Wayne, NJ 07470-7533, or email us at contactus@valley.com. We must hear from you no later than 60 days after we sent you the first statement on which the error or problem appeared. Tell us your name and account number and the dollar amount of the suspected error. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information. We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this or 20 business days if your notice of error involves an electronic fund transfer to or from the account within 30 days after the first deposit to the account was made, we will provisionally credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

For additional terms and conditions applicable to your account statement, please refer to your account agreement.



